**Technical Advisory Committee**

**Meeting Minutes**

**December 6, 2018**

**Call to Order**

**MEMBERS PRESENT:** Planning Director Ryan Crum, Town Engineer Mark Witsman, Public Works Commissioner Ron Crider, Vernon Township Fire Marshall Les McConnell, Building Inspector Mike Cousins, and Plant Operator Steve Gipson.

**MEMBERS ABSENT:**  Mel Branson and Harold Rodgers.

**OTHERS PRESENT:** Town Manager Tonya Galbraith and Planning & Building Administrative Assistant Michelle Strader

**Approval of Minutes**

**Motion made by Mr. Witsman to approve the minutes from the January 4, 2018 meeting as presented. Second by Mr. Gipson. Motion passed 5/0/1 with Mr. Crider abstaining.**

**Motion made by Mr. Gipson to approve the minutes from the July 5, 2018 meeting as presented. Second by Mr. Witsman. Motion passed 4/0/2 with Mr. Crum and Mr. McConnell abstaining.**

**Motion made by Mr. Gipson to approve the minutes from the October 4, 2018 meeting as presented. Second by Mr. Crider. Motion passed 4/0/2 with Mr. Crum and Mr. McConnell abstaining.**

**Project Reviews**

**McCord Pointe, Section 2, Development Plan and Secondary Plat**

Bill Bryant represented Lennar and Brett Huff represented Stoeppelwerth.

COMMENTS FROM THE COMMITTEE:

Mr. McConnell had no comments.

Mr. Cousins had no comments.

Mr. Gipson had no comments.

Mr. Witsman reviewed his comments:

1. A sanitary sewer agreement is needed prior to recording of the plat.
2. Widening of McCord Road may be postponed until the section that completes the frontage along McCord Road. This must be a written commitment.
3. The offsite storm and sanitary improvements must be included in an easement and provided to the town.
4. On C500, manhole #721 is shown offsite but without an easement.
5. On C301 and C302, the erosion control seems insufficient to prevent silt from leaving the site. The only silt fence is around the pond and a small section near Bay Creek East.
6. ON C600, structures #928 and #929 do not show the required 2.5’ of cover over the storm sewer.
7. Please label the following structures as catch basins and depict them in the profile with a sump: #929, #891, #898, #907.
8. On sheet C700, the dual service for lots 221 and 222 has a conflict with the proposed street light.
9. On sheet C700, the dual service for lots 269 and 270 has a conflict with the proposed street light.

Mr. Crider had no comment.

Mr. Crum stated he gave a letter to the petitioner and pointed out two things; the sidewalk along McCord Road will go along with the road widening that’s been postponed. The mounding along McCord Road should be continuous without breaks in it due to the remonstrance we received. We’re proposing a compromise, which is to maintain at least a 2’ tall mound in that manhole area and raise the top of cast an equal amount.

**Weavers Landing, Section 1, Development Plan & Secondary Plat**

Richard Henderson represented Premier Land Company.

COMMENTS FROM THE COMMITTEE:

Mr. McConnell had no comments.

Mr. Cousins had no comments.

Mr. Gipson had no comments.

Mr. Witsman reviewed his comments:

1. A sanitary sewer agreement is needed prior to recording of the plat.
2. The offsite area to construct ponds #1 and #2 must be included in an easement.
3. The right of way for the Robert Scott property must be recorded to the town.
4. The safety ramp for Pond #2 must also be included in an easement.
5. The safety ramp for Pond #2 must have a maximum slope 6:1.
6. On C103, the 10’path veers significantly towards CR 700W around a large tree. Has this been reviewed by Marion County to not adversely affect future plans for CR 700W?
7. C103 and C104, the street lights are to be located at intersections and spaced between 200 and 250 feet. Also, please locate a light closer to the entrance either within the median or off to the side. Please check for conflicts with dual meter pits as well.
8. On the plan notes of sheets C200-C204, please reference “Local Arterial Road” on sheet 2 of the town standards for the areas we discussed and references as “local collector” in our prefiling meeting.
9. On C205, the Cross-section Z-Z detail refers to the Marion County asphalt section shown on this sheet. It is not shown on C205, but on C206.
10. On C300, please add the lateral length to the notes of the lateral location.
11. On 301, run from 15 to 16 should be SDR 26 since a portion of the line is over 15’ in depth.
12. On C303, the lateral for Robert Scott will conflict with the SSD in the rear yard swale. We require wyes to be tilted up to around 45 degrees. The depth of the sanitary sewer run needs to be increased to avoid the conflict.
13. On C303 and the plat, please show the total width of the easement for Robert Scott’s lateral to be 15’.
14. On C303, the laterals for lots 55 and 56 extend beyond the easement.
15. The minimum inlet/catch basin size is 30”x30”. Please revise the drawings to match town standards.
16. Please add a sheet showing the subsurface drains and risers.

Mr. Crider stated on Scott’s sewer lateral, please note that those have to be a Type II clean-out between lot 60 and 61. On C206 under “Note” you have 600 North and it needs to be changed to 650 North. On C100 under “Operating Authorities” please change the address, I think you have the old Town Hall address.

Mr. Crum stated he gave a letter to the petitioner and pointed out one thing; under Miscellaneous #11, the mounding that’s in the two common areas adjacent to the entrance on Carroll should be extended closer to the north and south property line.

**Other Business – 2019 Meeting Schedule**

2019 Meeting Schedule was discussed. Mr. Crum noted the only change will be the July meeting will be held on Wednesday, July 3rd.

**Adjournment**

**There being no further business, meeting was adjourned.**